

## **Billing Schedule**

Muskingum County Utilities bills customers bimonthly (every other month). The schedules listed below may be delayed by weekends, holidays, or inclement weather. For example, if the bill due date is a Saturday, the due date will be the first business day after the 15<sup>th</sup>.

### **Schedule for North System (Green Bills-West of Muskingum River and North of City of Zanesville)**

- Meter Readings: Meter reading begins on the 1<sup>st</sup> of the month and completed as soon as possible.
- Bills Mailed: Bills are mailed about the 20<sup>th</sup> of the month (January, March, May, July, September, November).
- Due Date: Bills are due the 15<sup>th</sup> of the next month (February 15, April 15, June 15, August 15, October 15, December 15).
- Penalty: A 10% penalty is applied if the payment is not in the office or postmarked by the due date.
- Delinquent Notice (Red Bills): Notices are mailed at the same time as South System bills, after the account due date.
- Shut Off Date: The Shut Off Date is printed on the Delinquent Notice. The County will shut off water service for any customers who have not paid by that date, postmarks are not considered.

### **Schedule for South System (Blue Bills – All East of Muskingum River and Southwest of City of Zanesville including South Zanesville Sewer)**

- Meter Readings: Meter reading begins on the 1<sup>st</sup> of the month and completed as soon as possible.
- Bills Mailed: Bills are mailed about the 20<sup>th</sup> of the month (February, April, June, August, October, December).
- Due Date: Bills are due the 15<sup>th</sup> of the next month (March 15, May 15, July 15, September 15, November 15, January 15).
- Penalty: A 10% penalty is applied if the payment is not in the office or postmarked by the due date.
- Delinquent Notice (Red Bills): Notices are mailed at the same time as North System bills, after the account due date.
- Shut Off Date: The Shut Off Date is printed on the Delinquent Notice. The County will shut off water service for any customers who have not paid by that date, postmarks are not considered.

Once the water service is shut off for nonpayment, in addition to paying the account in full there is a \$50 fee for turning on the water service.